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DIARY NOTES

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DD/S

24 May 1961

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1. At the Deputies' Meeting this morning the Director expressed considerable concern at the lack of a proper record with the [REDACTED] action. He admonished all concerned that notwithstanding the fact that changes in the procedures for getting covert action projects approved might be made, until they were made, we should adhere strictly to the present procedures and make sure that our record is good on this score.

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2. Gates Lloyd, [REDACTED], and I met with [REDACTED] to discuss the reduction of the Records Management Staff and agreed that we would reduce it from fourteen to eight. I asked Lou to prepare three papers for my signature: (a) A Directive to me setting forth the new concept; (b) Memoranda to Dick Bissell and Bob Amory enclosing a copy of the new concept paper and advising them of the reduction in service we would render effective 1 June; and (c) A paper to the Director recommending separation of approximately six Records Management personnel who will be surplus to the needs of the Administration Career Service.

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3. I also talked to Lou about his request for two additional people at the [REDACTED]. He justified this primarily on the grounds that they needed these people to burn trash. I called [REDACTED] to find some way to work this out and told him that I did not propose to give Lou two people for this purpose and that I thought it could be worked out some way [REDACTED]. During the course of conversation [REDACTED] advised me that the Management Staff had completed a study and a paper was enroute to me recommending that his Staff be augmented by thirteen positions. I told him that I would be glad to see the paper but that at the moment I was not in a position to give him thirteen additional people.

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